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# Application Scoring Summary

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## Scoring System

If an application satisfies all applicable requirements, it will be evaluated and scored based on:

Organizational Capacity	26 points
Community Need	23 points
Access to Skilled Individuals	12 points
Training	16 points
Financial Management	23 points
<b>Total Possible</b>	<b>100 points</b>

The minimum scoring threshold for applications will vary as follows:

<u>Number of Previous "CHDO Works" Awards</u>	<u>Threshold</u>
0 awards	50 points
1 award	65 points
2 or more awards	75 points

Any application that falls below its respective threshold will not be recommended for funding.

### 1. Organizational Capacity

#### A. Award Purpose

The applicant must indicate how this award will increase the organization's capacity. 10 points

#### B. Housing Production History

Points will be awarded based on the number of units where construction or rehabilitation was completed by the CHDO in the last three (3) years. An emergency or youth shelter bed does not count as a unit.

1-10 units	1 point
11-20 units	2 points
21-30 units	3 points
31-50 units	4 points
51 or more units	5 points

#### C. Strategic Plan

Points will be awarded to applicants that have completed a strategic plan that includes housing within the past 5 years as of the application due date. The plan must include the current year and must cover a minimum of 3 years. Include a copy of the cover page (indicating the date it was adopted by the board of directors) and pertinent sections related to housing in the application. If the adopted date was not included on the cover page, then the minutes of the meeting in which the plan was approved must be included with the application. 5 points

#### D. Suspension List

The applicant has not been on the IHFA suspension list within the past 12 months of the application due date. 2 points

E. Community Development Partnerships

The applicant has demonstrated, via a copy of their membership, that it is an active member of one of the following:

- Indiana Association of Community and Economic Development (IACED)
- Indiana Coalition on Housing and Homeless Issues (ICHHI)
- Other statewide community development organizations as listed and described in the applicant's application.

2 points

F. The applicant has participated in one of the following within the past 12 months:

- Consolidated Plan Public Forum
- Rental Housing Tax Credit Public Hearing
- Regional/Local Continuum of Care Process
- Membership in Regional/Local homeless provider network

2 points

<b>Maximum Number of Points</b>	<b>26</b>
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2. **Community Need**

A. Serving Unmet Need

Points will be awarded based on the degree to which an organization is serving an identified and documented unmet housing need in their community(s).

9 points

B. Economic Factors

Points will be awarded based upon current economic factors of the counties in the applicant's CHDO service area. Economic factors are found in the Appendices. Multi-county service areas will be awarded points based on an average points of all the counties.

Lowest 1999 Per Capita Income	3 points
Highest 2002 Unemployment Rate	3 points
Percentage of Population Change from 1990 to 2000	3 points

C. Previous HOME CHDO Awards by County

Points will be awarded based on the previous HOME CHDO awards factor listed in the Appendices for the applicant's service county. Applicant's serving multiple counties should average the points for all of the counties served.

\$0 - \$0.99	5 points
\$1.00 - \$10.00	4 points
\$10.01 - \$20.00	3 points
\$20.01 - \$30.00	2 points
>= \$30.01	1 point

<b>Maximum Number of Points</b>	<b>23</b>
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### 3. Access to Skilled Individuals

Points will be awarded for the organization's access to skilled individuals in the following categories whether they are currently paid staff, third-party consultants, or volunteers.

Bookkeeper or accountant	2 points
Housing counselor	2 points
Construction manager	2 points
Property manager	2 points
Lead Risk Assessor or Lead Construction Supervisor	2 points
Grant writer or fundraiser	2 points

<b>Maximum Number of Points</b>	<b>12</b>
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### 4. Training

#### A. Housing Development-Related Training of Employees

Points will be awarded for each of the following training activities that a current employee or board member of the applicant has attended prior to submitting the application. A member of the applicant's staff or board of directors has participated in the following:

- 1) Attended IHFA 2004 Application Workshop 3 points
- 2) Attended IHFA Sponsored Start-Up Training within the past 12 months 5 points
- 3) Other housing development-related training within the past 12 months (e.g., IACED-sponsored training, IDOC Grant Administrator certification, IHFA Housing Conference, or others as applicant describes in the application but not listed above or in the next section.) 3 points

#### B. Housing Development Certification

Applicant's current paid staff has completed one of the following training courses and received the appropriate certification. Please provide a copy of the certificate received in the application. 5 points

- 1) Project Development Training Sponsored by IACED **OR**
- 2) National Development Council Housing Development Finance Professional **OR**
- 3) Development Training Institute **OR**
- 4) Neighborhood Reinvestment Training Institute Professional Certification

<b>Maximum Number of Points</b>	<b>16</b>
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### 5. Financial Management

#### A. Audited Financial Statement

Applicant has supplied a copy of the opinion letter and audit findings from their audited financial statement from the most recent completed fiscal year in the application. The audit must be for a fiscal year that ended in 2002 or later. 6 points

#### B. Current Assets to Liabilities Ratio:

Current Assets / Current Liabilities = 2.0 or greater	6 points
Current Assets / Current Liabilities = 1.5 – 1.99	3 points

#### C. Fiscal Oversight

Points will be awarded if the applicant has demonstrated that there is a system of checks and balances in its fiscal management process. 5 points

D. Other Funding Sources Ratio

Applicant has demonstrated through their annual budget that the ratio of other non-CHDO Works funds to total revenue is greater than 25%. 6 points

<b>Maximum Number of Points</b>	<b>23</b>
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6. Reduction of Points for Completeness Issues / Technical Errors

One point will be deducted from the applicant's total score for each issue that is discovered regarding completeness of the application and/or technical issues with the resolution and assurances and certifications. This includes, but is not limited to, all items that are listed on the applicant's Completeness Checklist. Applications that pass the Threshold Review will still be scored and ranked according to IHFA's published scoring criteria. After the final score has been determined, points will be deducted from that score before it is ranked.

<b>Maximum Number of Points</b>	<b>-20</b>
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Notwithstanding the point ranking system set forth above, IHFA reserves the right and shall have the power to allocate funds to an applicant irrespective of its point ranking, if such intended allocation is: (1) in compliance with applicable statutes; (2) in furtherance of promoting affordable housing; and (3) determined by IHFA's Board of Directors to be in the interests of the citizens of the State of Indiana.